

Figure 1

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1 - Select the object *type* and *event(s)* to act as the triggering mechanism(s) for this rule.  
Example: When a *file* is *imported*...

2 - Select the *action* to be performed when the rule is triggered.

Type	Event(s)	Action To Perform
file url note	Create Delete View Import Export Rename Edit	Send a Notification Request an Approval Execute an Action Send a Questionnaire Build a Condition

restart next cancel

200 210 220

Figure 2

3 - Select the object *property* for comparison.

4 - Select the type of *comparison* that you would like to perform.

The image shows a graphical user interface for configuring a comparison. It consists of two main panels and a set of control buttons at the bottom right.

- Property To Use For Comparison:** This panel is divided into two sections. On the left, under the label "IF:", there is a vertical list of options: "LANGUAGE", "DESCRIPTION", "FILE\_SIZE", and "FILE\_TYPE". An arrow labeled "30" points to this list. On the right, a larger rectangular area is outlined with a dashed border. An arrow labeled "300" points to this area, and an arrow labeled "310" points to the "LANGUAGE" option within the list.
- Comparison Operator:** This panel contains a vertical list of comparison operators. The first option, "=", is highlighted with a dark background. Below it, the "<>" operator is visible. An arrow labeled "320" points to this list.
- Control Buttons:** At the bottom right of the dialog, there are three buttons: "restart", "next", and "cancel".

Figure 3

5 - Select the *value(s)* for the FILE.LANGUAGE comparison.

6 - Select the next *action* that you would like to perform for this rule.

Object	Property	Operator	Select Value(s)	Next Action To Perform:
FILE	LANGUAGE	=	<div>English French Spanish</div>	<div>Send a Notification Request an Approval Execute an Action Send a Questionnaire Add (AND) Condition Add (OR) Condition</div>

restart

next

cancel

400

410

420

430

440

Figure 4

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- 10 - Select the next action to be performed by this rule.

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Figure 5

- 5 - Enter a name for this rule that is descriptive enough to explain what the rule does. The name you provide will appear in the tree on your left.

Enter a Name for this Rule

Description: (255 Chars. Max)

Keywords: (comma delimited)

restart

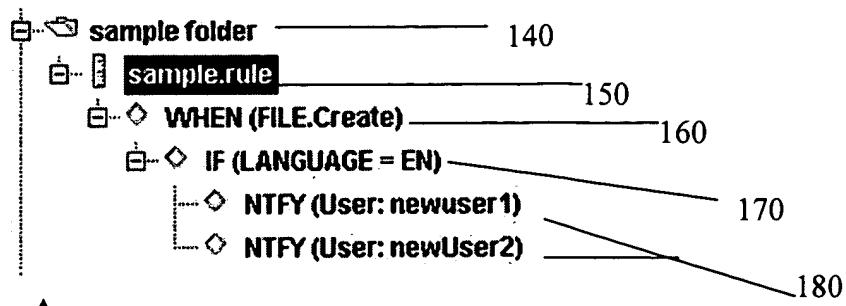
finish

cancel

← 60

Figure 6

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↑  
10

Figure 7

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F07E9D"E9944660

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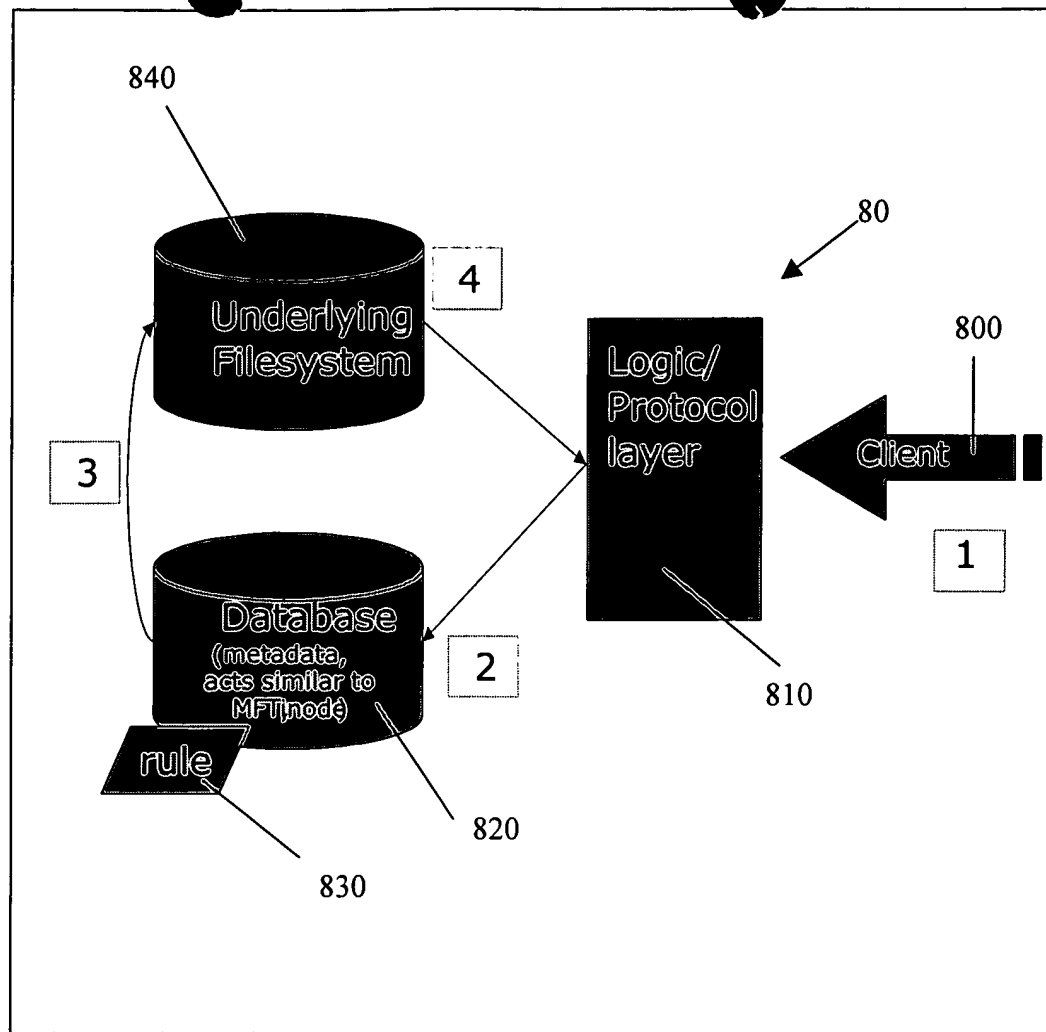


Figure 8